

Town of Shirley
Board of Assessors
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Minutes of meeting held

May 12, 2021, @ 1:00 PM

Location: This meeting will be held virtually at:

Join Zoom Meeting

<https://us02web.zoom.us/j/85880378492?pwd=VWRILzIUL2ExcXNSRGpSZ0lrckh1QT09>

Meeting ID: 858 8037 8492

Passcode: 311282

Meeting posted on: May 6, 2021

The meeting was called to order at 1:01 p.m. by (DW). Those virtually present included Dorothy K. Wilbur, Chair (DW), Michael Roy (MR), and Principal Assessor Jennifer Wilson (JW). Elaine Davis-Curll (EC) was not in attendance.

(MR) made a motion to accept the minutes as written for the April 14, 2021 meeting with one spelling correction. (DW) second the motion. The minutes were accepted and signed remotely.

(MR) made a motion to accept items 1-4 as read by the Principal Assessor. (DW) seconded the motion. (MR) and (DW) remotely approved and signed the following:

- (1) Betterment Warrant
- (2) Solar Exemption Applications
- 2019, 2020 & 2021 MV Excise Abatement Month End Report-April
- FY21 Trash Lien Abatement Month End Report-April

At this time a caller was admitted to the meeting via phone. The caller identified themselves as Tim Hatch (TH). (DW) asked (TH) if there was a specific agenda item that he would like to discuss. (TH) questioned what the FY21 Trash lien abatement was and if the Board of Health would have to record the lien at the Registry of Deeds and how the recording fee would be paid. (JW) explained to (TH) the procedure of how the Trash Lien is assessed by the Board of Assessors to the property tax bill.

Having nothing more to ask (TH) excused himself from the meeting.

(JW) asked the members present if they approved of the letter that was penned on their behalf. The letter was addressed to the Sewer Commission. This letter was in regards to the sewer betterments

assessed to 35 Fredonian Street (Parcel 16 D 14). The members approved the letter pending the addition of the date and "enclosures".

(JW) informed the members that the FY2022 Income and Expense Forms were due May 1, 2021. As of today we have received back about half of the forms that were mailed out earlier in the year. The members approved a second request mailing for all accounts that had not returned their form. The board also decided that they would not proceed with assessing the penalty fee for unreturned FY2022 Income and Expense forms due to the Covid-19 situation.

(JW) let the members know that all the FY2022 3 ABC Forms were received. However, (JW) sent a letter to one of the applicants asking for information detailing the use of the land. (JW) will have the members review the information they provide when it is received. (JW) will also prepare notices of approval for all account for the board to sign at their next meeting.

In regards to the FY22 Certification, Gerry Creen contacted (JW) to inform her that John Lyons, who was handling the certification was retiring and that Gerry will be taking over. (JW) forwarded all the documents requested by John to Gerry. The Certification Work plan on Gateway has been approved and the certification date has been set for August 18, 2021.

(JW) informed the members that the FY22 Preliminary billing file is due to be send to Vadar by June 1, 2021.

Since the Town Election was held on May 4, 2021 and both (DW) and (MR) were elected to the Board of Assessors, there was a vote held to reorganize. (MR) nominated (DW) as Chairman of the Board for FY2022. (DW) seconded the motion. The motioned carried.

The next meeting is scheduled for June 16, 2021 at 1:00 p.m.

Adjournment: At 1:56 PM (MR) moved to adjourn, (DW) seconded and it was so moved.

Minutes prepared by Jennifer Wilson.

A motion was made by MR to accept these minutes.

In Favor: Carolyn Wilson Michael W. Roy